
MEMORANDUM - OFFICE OF THE BOARD OF SELECTMEN

TO: Board of Selectmen
FROM: Michael Branley, Town Administrator
RE: Weekly Update
DATE: March 9, 2015
CC:

Next Board of Selectmen meeting Monday 3/9 at 6:30 p.m.

Last week I worked on our monthly reporting for HealthTrust and NH Retirement System. As of last year we also now must report on NHRS retirees who are working part-time for the Town (we have one), adding another item to be reported monthly. I also put together a draft set of resolutions for Town Meeting for you to review. Paul Lawrence will be coming in tonight to discuss Town Meeting with you, including who will be speaking to which article and who will be making the motions.

I met with Harriet at Francestown Elementary School regarding holding Town Meeting in the gymnasium. I provided her with our certificate of insurance and the room rental form and we discussed when we will be able to bring the chairs and other furniture over on Friday.

I sent back a draft owner's rep RFP to Michael P. and I am waiting to hear back from him with his comments.

On Monday we accepted delivery of the Annual Reports. Much of Marti's time on Tuesday was spent labeling the reports to mail them to Town property owning residents and on Wednesday Warren, Marti, and I brought them over the post office as requested by the Post Master. The annual report is also posted on the Town Website. I compiled the assessing ownership spreadsheet with the same data that used to be in the annual report; copies are available in the Town Office and it has been posted on the Town Website.